



Memorandum of Understanding

Regarding the Implementation of the International Scholarly Conference

between

Asia-Pacific International University
Thailand;

Adventist University of the Philippines
Philippines;

Universitas Advent Indonesia
Indonesia;

Universitas Klabat
Indonesia

Asia-Pacific International University (AIU) located in Muak Lek, Saraburi, Thailand is a fully accredited university through the Thai Ministry of Education's Office of Higher Education Commission (OHEC) and accredited by the Accrediting Association of Seventh-day Adventist Schools, Colleges and Universities (Adventist Accrediting Association)

and

Adventist University of the Philippines (AUP) located in Puting Kahoy, Silang, Cavite, Philippines is a fully accredited university and has been granted Autonomous Status through the Philippines Commission on Higher Education, accredited by ACSCU-AAI as well as Accrediting Association of Seventh-day Adventist Schools, Colleges and Universities.

and

Universitas Advent Indonesia (UNAI) located in Parongpong, Bandung, Indonesia is a fully accredited university through the Indonesian Ministry of Education and Culture's Office of Directorate General of Higher Education and accredited by the Accrediting Association of Seventh-day Adventist Schools, Colleges and Universities.

and

Universitas Klabat (UNKLAB) located in Airmadidi, Manado, Indonesia is a fully accredited university through the Indonesian Ministry of Education and Culture's Office of Directorate General of Higher Education and accredited by the Accrediting Association of Seventh-day Adventist Schools, Colleges and Universities.

Handwritten signatures and initials on the right margin:
- A vertical signature: *Amal Bant*
- A signature: *Uyoko*
- A signature: *W*
- A signature: *Janis*

As fully accredited institutions, AIU, AUP, UNAI and UNKLAB desire to cooperate in organizing international conferences where each institution will serve as hosts of the conference on a rotating basis starting with AIU in 2013, AUP in 2014, UNAI in 2015, and UNKLAB in 2016.

I. Responsibilities of the Host Institution

1. assign a person as the chair of the Conference Committee;
2. recommend names for paper reviewers to the Conference Committee;
3. recommend the theme, the topics, the invited speakers and the time to the Conference Committee to decide;
4. carry the following conference expenses:
 - a. advertising;
 - b. conference kits; and
 - c. invited plenary speaker(s) expenses;
5. implement the recommendations or suggestions given by the Conference Committee;
6. lead the organization and the execution of the conference; and
7. encourage researchers/professors to do research and submit papers for presentation.

II. Responsibilities of the Non-Host Institutions

1. assign a person as a member of the Conference Committee;
2. suggest names for paper reviewers to the Conference Committee;
3. pay an annual partnership fee of USD 500 for each conference to the host institution;
4. assist the host institution in marketing and other conference related activities;
5. participate in every conference; and
6. encourage researchers/professors to do research and submit papers for presentation.

III. Responsibilities of the Conference Committee

1. decide on the theme, topics, invited speakers, and the time to conduct the conference;
2. decide on the chairperson and members of the paper review committee;
3. give recommendations or suggestions to the host institution in relation to the programs, marketing, and other conference related activities; and
4. meet at least once in a year in an agreed-upon place, where the transportation and accommodation expenses of attending the meeting is the responsibility of each member.
5. The conference committee is composed of one chair (host institution) and four members (three from non-host institutions, and one from the Southern Asia-Pacific Division office).

This Understanding shall be valid and in force for a period of 5 years commencing from the date appearing at the bottom, unless any of the parties hereto gives the other parties at least six months prior written notice to withdraw from this Understanding before the expiration of the original term or of any extended period.

Ganhi

Mr. J.P. Lopez
Alumbaut

We hereby agree to the above-mentioned terms and sign this Understanding, effective as from September 13, 2012.

Signatures

ASIA-PACIFIC INTERNATIONAL UNIVERSITY

BY: [Signature]
Loren G. Agrey, PhD
President

DATE: 14/09/2012

BY: [Signature]
Wayne Manira, DBA
VP for Academic Administration

DATE: 14 September 2012

ADVENTIST UNIVERSITY OF THE PHILIPPINES

BY: [Signature]
Dr. Francisco D. Gayoba
President

DATE: 08/1/2012

BY: [Signature]
Dr. Miriam P. Narbarte
VP for Academic Affairs

DATE: _____

UNIVERSITAS ADVENT INDONESIA

BY: [Signature]
Dr. Reymond M. Hutabarat
President

DATE: 15-10-2012

BY: [Signature]
Dr. Caroline V. Katemba Tobing
VP for Academic Administration

DATE: 19-10-2012

UNIVERSITAS KLABAT

BY: _____
Amelius Tommy Mambu, PhD
President

DATE: _____

BY: _____
Ronny H. Walean, PhD
VP for Academic Administration

DATE: _____

